



Miami-Dade County
Procurement Management Services
Request To Quote

111 NW 1st Street, Suite 1300, Miami, FL 33128

CONTRACT NO. RTQ-00004
UPS SYSTEMS PURCHASE, MAINTENANCE, AND REPAIR SERVICES
ROADMAP

Contract Overview:

This Request to Qualify (RTQ) will establish a pool of pre-qualified vendors capable of delivering/providing Uninterruptible Power Supply (UPS) Systems, maintenance services, repair services, parts, components, and accessories on an as needed basis for various Miami-Dade County Departments. Entry into the pre-qualification pool is not a contract between the County and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified vendors will be invited to participate in future spot market competitions. Bidders may be pre-qualified in one or all of the following Groups:

- Group 1 – UPS Systems Purchase and Turnkey Solutions
- Group 2 – Maintenance and Repair Services

The pool shall remain open for the term of the RTQ, enabling vendors to qualify at any time after the initial RTQ opening date.

Contract Term:

November 1, 2014 – October 31, 2019

Procurement Contracting Officer:

Margaret Brown
Phone: (305) 375-4914
Fax: (305)-375-5688
Email: mwater@miamidade.gov

Authorized Departments and Associated Allocation:	
Department	Allocation
Aviation	\$ 570,000.00
Corrections and Rehabilitation	\$ 15,000.00
Fire Rescue	\$ 161,000.00
Internal Services	\$ 2,282,000.00
Library	\$ 40,000.00
Police	\$ 150,000.00
Public Works Waste Management	\$ 6,000.00
Water and Sewer	\$ 168,000.00
Total: \$ 2,892,000.00	

Part #1: Pre-Qualified Vendors

The vendors listed in the table below met the pre-qualification criteria:

Vendor	Address	Principal	Pre-Qualification Group
24-7 Technology Inc.	1349 Old 41 Hwy, NW Suite 135 Marietta, GA	Rob Erickson	Group 2

Advanced Power Protection Industries, Inc.	5959 South St. Suite 9 Lakewood, CA	David Fievelson	Group 1 and Group 2
DC Group	1977 W. River Road N. Minneapolis, MN 55411	Geoffrey Dopkins	Group 1 and Group 2
Gemini Power Systems, Inc.	3360 Scherer Dr. North, Suite E St. Petersburg, FL 33716	Ben Gardes	Group 1 and Group 2
Graybar Electric Company, Inc.	11250 NW 91 St Miami, FL	Andy Kraich	Group 1 and Group 2
Grupo Inpower, LLC (MICRO/SBE)	1221 Brickell Ave, Suite 900 Miami, FL	Ennio Bertolini	Group 1 and Group 2
Network & Communication Services, Inc. (MICRO/SBE)	9509 NW 47th Terrace Miami, FL	Dhana Diaz	Group 1
PC Solutions & Integration, Inc. (MICRO/SBE)	4937 SW 75 Ave, Miami, FL	David Rudnick	Group 1 and Group 2
Weissco Power, LLC	516 Route 513 Califon, NJ	Eric Weiss	Group 2
North Star Technical Services	PO Box 221992 Hollywood, FL 33022-1992	Terry Cantrell	Group 1 and Group 2

Part #2: Contract Information

CONTRACT ROADMAP INSTRUCTIONS

Each Solicitation shall be consistent with AO No.3-38, “Master Procurement Administrative Order” and the Terms and Conditions outlined within Request to Qualify No. RTQ-00004.

Applicable Ordinances and Contract Measures

- The two percent User Access Program provision applies and will be collected on all purchases.
- The Small Business Enterprise (SBE) Bid Preference and Local Preference Ordinances will be applied at the time of spot market competition. A SBE set-aside also applies for spot market competition up to \$100,000 when there are three or more certified SBE firms available.
- The Living Wage Ordinance does not apply.

Funding sources exempted from any of the above mentioned ordinances need to clearly articulate within the RFQ that the program fees are not applicable.

Local Preference Consideration

The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. A local business, for the purposes of this Section, shall be defined as a Proposer which meets all of the following:

1. a business that has a valid occupational license, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased;

2. a business that has physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business (Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.); and
3. a business that contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include but not be limited to the retention and expansion of employment opportunities and the support and increase in the County's tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the proposal submission date stated in the solicitation:
 - a. vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE ("full-time equivalent" employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
 - b. vendor contributes to the County's tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
 - c. some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

When the above circumstances occur, user departments are to send out a best and final offer request to all bidders remaining in consideration.

Please note that the determination of the responsibility and responsiveness of all vendors that are to be included in the best and final process must take place prior to requesting the BAFO. This is to avoid a situation where a violation of the local preference ordinance to conduct a best and final process could take place. Even if low bidder, a non-responsive local vendor should not be included in this process.

Vendors are eligible for Local Preference if affirmed within the RFQ submittal.

Small Business Contract Measures

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% percent bid preference shall apply to contracts \$1 million or less and 5% percent on contracts greater than \$1 million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. A SBE set-aside also applies for spot market competition up to \$100,000 when there are three or more certified SBE firms available.

The SBE/Micro Business Enterprise must be certified by bid submission deadline, at contract award and for the duration of the contract to remain eligible for the preference.

Departments are responsible for verifying eligibility status based on the RFQ submittal submitted in response to the RFQ. Firms are only eligible for the SBD preference if they are certified in the commodities authorized under Request to Qualify No. RTQ-00004.

To verify eligibility, please visit the Small Business Development website:
<http://www.miamidade.gov/business/business-certification-programs.asp>

Insurance Requirements

All awarded vendors under this contract are responsible for maintaining the required insurance coverage's as outlined within Request to Qualify No. RTQ-00004 for all work that is to be performed under this contract. Should a vendor's insurance policy lapse during the term of this agreement, the vendor will be suspended from the contract until a new valid insurance certificate is approved by Risk Management. Upon approval, the vendor will be reinstated back onto the contract and allowed to work on County premises.

Part #3: Instructions for each solicitation

Request to Qualify No. RFQ-00004 requires each acquisition to go through a competitive, spot market Request for Quote (RFQ), prior to the award of a Work Order (WO). The RFQ shall be written with sufficient detail to ensure the vendors can adequately assess and provide their best price in response to the RFQ. The method of award shall be based on the lowest price in the aggregate, per-group, or in a per-item basis unless otherwise specified in the RFQ.

Pre-qualified Vendor Contact Information

Departments are to utilize the below vendor contact information for the issuance of all RFQ's. These contacts listed below are authorized to respond to all County requests and are to be included in each RFQ issued against the contract. Failure to utilize the below contacts for the vendors listed, may result in cancellation or rejection of a RFQ solicitation. It is highly recommended that the RFQ's be issued via e-mail for tracking and reporting purposes.

Vendor	Contact Name	Phone Number	Mobile Number	E-mail Address
24-7 Technology Inc.	Rob Erickson	770-971-8480		
		678-905-3361	678-229-8545	Erickson@247technology.com
Advanced Power Protection Industries, Inc.	David Fievelson	866-975-2774		
		866575-2774	562-650-7209	davidf@appind.com
DC Group, Inc.	Geoffrey Dopkins	800-838-7927		
		612-235-3131	612-235-3130	Geoffrey.dopkins@2dc-group.com
Graybar Electric Company, Inc.	Andy Kraich	305-520-4800		
		305-520-4950	305-970-8360	andy.kraich@graybar.com
Grupo Inpower, LLC (MICRO/SBE)	Ennio Bertolini	1786INPOWER		
		305-374-6146	305-904-8895	grupoinpower@gmail.com
Network & Communication Services, Inc. (MICRO/SBE)	Dhana Diaz	305-436-3913		
		305 436-3914		ddiaz@ncsworldwide.com
PC Solutions & Integration, Inc. (MICRO/SBE)	David Rudnick	305-667-0633		
		305-667-0618	305-766-8007	david@pcsolutions.us
Weissco Power, LLC	Eric Weiss	866-510-2288		
		908-832-2121	908-810-8038	eweiss@weisscopower.com
Gemini Power Systems Inc.	Ben Gardes	727-563-9770		
		727-568-9663	504-905-8071	bgardes@gps-us.com
North Star Technical Services	Terry Cantrell	800-842-1671	654-651-3948	Terry@nstpower.com

Prior To Award

Prior to making an award under this pool, Departments are reminded that:

- All quotations issued under this pre-qualification contract must utilize the current and active

“terms and conditions” in place that includes the latest legislative changes. Please refer the following Procurement Management link (<http://www.miamidade.gov/procurement/itb-terms-conditions.asp>) to retrieve the latest version of the General Terms and Conditions and include the latest language in the ITQ.

- Cone of Silence - Pursuant to Section 2-11.1(t) of the County Code, all ITQs are subject to the Cone of Silence. All RTQ's must be provided to the Small Business Development Division (SBD) of the Internal Services Department for placement on the Cone of Silence Report upon advertisement. Once an award recommendation is made, SBD must be notified to remove the competition from the report
- Obtain a signed Collusion Affidavit from the vendor to be recommended for award.
- Check that the recommended vendor is responsible; including checking the Pre-Award Vendor Website at <http://intra.miamidade.gov/procurement/vendor-compliance.asp> Department may want to include a check of the vendor's performance history in BTS. (Go to Vendors Home Page, click on Registered Vendors, locate the vendor, in that vendor's profile, click on the Non.Perf.Hist. button.)
- In your notice to participants of the of the quote results, copy the Clerk of the Board (clerkbcc@miamidade.gov) and include language advising the vendor that the Cone of Silence is lifted.

(sample language - *In accordance with the referenced solicitation, and Section 2-8.4 of the Code of Miami-Dade County, you are hereby notified that the ____ department, recommends award of this quote to:_____. Our provision of this notice also serves to confirm the lifting of the Cone of Silence from this procurement action as dictated by Section 2-11.1(t) of the County Code.*)

- Allow a three business day protest period, beginning the day after the award recommendation is posted with the Clerk and notification is sent to all participants.

USER DEPARTMENT RESPONSIBILITY

It is the responsibility of the user Department Director to ensure compliance with the above-mentioned procedures. Purchases under this contract will be subject to random review or audit by County authorities, including the Internal Services Department, Audit and Management, and the Office of the Inspector General.

METHOD OF AWARD

RFQ's may be awarded to the vendors with the lowest price in the aggregate, per-group, or in a per-item basis. Departments must clearly identify the Method of Award within all RFQ's issued under this contract.

RECORD RETENTION

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, any and any other documentation supporting each purchase to ensure compliance and to establish the necessary accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.



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Request To Quote**

111 NW 1st Street, Suite 1300, Miami, FL 33128

REQUEST TO QUOTE (RTQ) NO.

RTQ CLOSE DATE/TIME:

RTQ TITLE:

CONTRACT NO.

CONTACT PERSON:

CONTACT PHONE/ EMAIL:

ISSUING DEPARTMENT:

SECTION 1 – GENERAL TERMS AND CONDITIONS

GENERAL TERMS AND CONDITIONS:

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers that receive an award through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r14-3.pdf>

NOTICE TO ALL BIDDERS:

The entire RTQ response must be submitted in accordance with all specifications contained in the solicitation electronically via email to the contact person listed above.

SECTION 2 – SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

The purpose of this Request for Quote (RFQ) is to secure sealed quotes for the (LIST HERE THE GOODS/SERVICES) as specified herein. Eligible Bidder(s)/Proposer(s) must be pre-qualified under INSERT CONTRACT NO. prior to the RTQ close date. Submittals received from non-eligible Bidders/Proposers will not be permitted.

2.2 METHOD OF AWARD

2.3 TERM

2.4 WARRANTY

2.5 DELIVERY TERMS

SECTION 3 – TECHNICAL SPECIFICATIONS

- 3.1 DESCRIPTION OF WORK
- 3.2 GOODS / SERVICES TO BE PROVIDED
- 3.3 REQUIREMENTS



COLLUSION AFFIDAVIT

(Code of Miami-Dade County Section 2-8.1.1 and 10-33.1) (Ordinance No. 08-113)

BEFORE ME, A NOTARY PUBLIC, personally appeared _____ who being
duly sworn states: (insert name of affiant)

I am over 18 years of age, have personal knowledge of the facts stated in this affidavit and I am an owner, officer, director, principal shareholder and/or I am otherwise authorized to bind the bidder of this contract.

I state that the bidder of this contract:

- ☐ is not related to any of the other parties bidding in the competitive solicitation, and that the contractor's proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and that the contractor has not, directly or indirectly, induced or solicited any other proposer to put in a sham proposal, or any other person, firm, or corporation to refrain from proposing, and that the proposer has not in any manner sought by collusion to secure to the proposer an advantage over any other proposer.

OR

- ☐ is related to the following parties who bid in the solicitation which are identified and listed below:

_____	_____
_____	_____
_____	_____

Note: Any person or entity that fails to submit this executed affidavit shall be ineligible for contract award. In the event a recommended contractor identifies related parties in the competitive solicitation its bid shall be presumed to be collusive and the recommended contractor shall be ineligible for award unless that presumption is rebutted by presentation of evidence as to the extent of ownership, control and management of such related parties in the preparation and submittal of such bids or proposals. Related parties shall mean bidders or proposers or the principals, corporate officers, and managers thereof which have a direct or indirect ownership interest in another bidder or proposer for the same agreement or in which a parent company or the principals thereof of one (1) bidder or proposer have a direct or indirect ownership interest in another bidder or proposer for the same agreement. Bids or proposals found to be collusive shall be rejected.

By: _____ 20 ____
Signature of Affiant Date

Printed Name of Affiant and Title Federal Employer Identification Number
_____-____/____/____/____/____/____

Printed Name of Firm

Address of Firm

SUBSCRIBED AND SWORN TO (or affirmed) before me this _____ day of _____, 20____

He/She is personally known to me or has presented _____ as
identification. Type of identification

Signature of Notary Serial Number

Print or Stamp Name of Notary Expiration Date
Notary Public – State of Notary Seal